

~~SECRET~~

Supplies Needed at Relocation Site

1. Besting^E thinner.
2. Two way electric plugs for use in wall sockets.
3. One three-hole punch
4. A review of all preprinted type is in order. Some items are low in stock or missing. No EG 18 or BMT at any size is on hand. The list of pre-printed place names needs replenishing.
5. Reproduction requisition forms.
6. Casters on the drafting stools, adjustable height.
7. One portable cartographers kit will need a new hasp to hold the lock.
8. A selection at pre-printed OB legend captions and other frequently used legend captions.
9. Post Binders.
10. Electric pencil sharpener in event of continual use by a full staff.
11. Window air conditioner in event of continual use by a full staff.
12. Rubber cement. Now available only in a few small tubes.
13. The plans for building of a waxing machine were not located. Can they be duplicated?

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